



## **PARKS AND RECREATION COMMISSION MEETING**

Thursday February 17, 2022 – 6:30 P.M.

**If you choose to use the WebEx platform:**

- 1) Go to [www.webex.com](http://www.webex.com)
- 2) Click the “join” button on the top right side of the screen
- 3) Enter Meeting ID#: 2315 826 9498
- 4) Enter password: Parkscomm2-17

**If you choose to attend via phone:**

- 1) Call 1-415-655-0001
- 2) Enter Meeting ID#: 2315 826 9498

### **AGENDA**

1. Call to Order
2. Attendance (Roll Call)
3. Acceptance of Minutes for the April 15, 2021, May 20, 2021, November 18, 2021 & January 27, 2022 (Roll Call)
4. Public Participation – Pursuant to Chapter 20 of the Acts of 2021 and in order to ensure active, public engagement, the City of Worcester currently allows for remote participation only at the Parks & Recreation Commission meetings. To partake in the “Public Participation” section of this meeting, follow the information above to join via the WebEx application or dial the direct line as indicated. If you would like to raise your hand when in the meeting as a call-in user you may dial \*3.
5. Committee Reports

Golf Course Subcommittee – None

Policy Subcommittee – None

Naming & Land Use Subcommittee – None

6. Commissioners Report (See Report Topics Below)

5. Old Business

- NA

6. New Business

- NA

7. Date of Next Meeting:

- March 3, 2022
- March 31, 2022
- April 28, 2022
- May 12, 2022
- June 16, 2022
- September 15, 2022
- October 20, 2022
- November 17, 2022
- December 15, 2022
- January 19, 2023
- February 2, 2023 (Sports & Event Meeting)
- March 2, 2023
- March 30, 2023
- April 27, 2023
- May 25, 2023
- June 15, 2023

8. Meeting Adjourned (Roll Call)

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**ASSISTANT COMMISSIONER'S REPORT:**

1. Referral to Policy Subcommittee: NA
2. Referral to Naming/ Land Usage Subcommittee: NA
3. Referral to Golf Course Subcommittee: NA
4. General:

- Request of the Worcester Rotary Club to install a Peace Pole at Elm Park & Winslow Park
- Request of Massachusetts Pirates for use of Worcester Common
- Request of Commissioner Natalie Turner to discuss issues revolving around noise, trash, alcoholic beverages and parking on public streets in and around Beaver Brook Park.
- Request of Commissioner Natalie Turner to discuss monthly meetings and Commissioner being remote.
- Review of City Solicitor response for clarification on the Roles & Responsibilities of the Parks & Recreation Commission and the Parks Division as requested from Commissioner Natalie Turner.
- Grant Applications –
  - Land & Water Conservation Fund Grant – Columbus Park- Awarded
  - Land & Water Conservation Fund Grant – Coal Mine Brook – Awarded
  - Outdoor Recreation Legacy Partnership Grant – Tacoma St Playground - Awarded
  - Land & Water Conservation Fund Grant – University Park - Submitted
  - Outdoor Recreation Legacy Partnership Grant – Indian Lake Beach - Submitted
  - PARC & LAND Grant Program – Coes Pond Beach – Awarded
- Economic Development Initiatives –
  - NA
- Cultural Events-
  - NA
- Park Vandalism & Graffiti – NA
- Donations –
  - NA
- Capital Improvement Programs
  - Apricot Street Playground - NA
  - Ball Property - NA
  - Banis Street Playground - NA
  - Beaver Brook Park - NA
  - Bell Pond – NA
  - Bennett Field – NA
  - Betty Price Playground – NA

- Blackstone Gateway Park – NA
- Blithwood Park – NA
- Boynton Park – NA
- Burncoat Park – NA
- Burncoat Playground – NA
- Cascades Park – NA
- Castle Park – NA
- Common – NA
- Coes Park (Knife) – NA
  - Stearns Tavern
  - Playground
- Coes Pond – NA
- Columbus Park –
  - NA
- Cookson Park – NA
- Cristoforo Columbo (East Park) – NA
- Crompton Park – NA
- Dodge Park – NA
- Elm Park – NA
  - Newton Hill - NA
- Fairmont Park – NA
- Farber Field – NA
- Grant Square – NA
- Great Brook Valley Playground – NA
- Green Hill Park Renovation – NA
  - Green Hill Farm
  - Community Gardens
  - WWI
- Greenwood Park – NA
- Hadwen Park – NA
- Harrington Field – NA
- Harry Sherry Field (S. Worcester) - NA
- Holland Rink - NA
- Holmes Field - NA
- Indian Hill Park – NA
- Indian Lake Beach – NA
- Institute Park – NA
  - Walkway Design
  - Salisbury Pond
- Kendrick Field – NA
- Knights of Columbus – NA
- Korean War Memorial – NA
- Lake Park – NA
- Lake View Playground – NA
- Logan Field – NA
- Morgan Landing – NA
- Mulcahy Field – NA
- Oakland Heights Playground – NA
- Providence Street Playground – NA
- Ramshorn Island – NA
- Rockwood Field – NA
- Salisbury Park (Bancroft Tower) – NA
- Shale Street Playground – NA



- Shore Park – NA
- Spillane Field – NA
- Tacoma Street Playground – NA
- TY Cobb – NA
- University Park – NA
- Vernon Hill – NA
- Wetherall Estates (Duffy Field) – NA
- 149 West Boylston Drive - NA
- Winslow & Pleasant – NA
- Aquatic Master Plan – NA
- Open Space and Recreation Plan – NA
- North Lake Ave Linear Park – NA
- Community Development Block Grant – NA
- Art-in-the-Park – Request to keep Art Work in Elm Park - NA
- Dog Park, Licensing & Control of Dogs – NA
- Rectangular Field Development – NA
- Park Monument Review – NA
- Misc. items:
  - Keep Worcester Clean –
    - See Attached Memo 2-8-22
  - City Council Orders –
    - NA
  - City Council Petitions –
    - NA
  - Forestry Operations – NA
    - ALB (Asian Longhorned Beetle)
    - EAB (Emerald Ash Borer)
    - Arbor Day – See Attached 2-8-22
  - Budget – Operational & Capital - NA
    - Parks, Recreation & Cemetery Division – NA
    - Capital Improvement Program – NA
    - City Five Point Financial Plan – NA
    - City Auditor Communications - NA
  - Summer Youth Employment Program – Update
  - Aquatics – NA
    - Christian's Law – NA
  - Recreation Worcester - NA
  - Holiday Tree – NA
  - Worcester Common Ice Skating Rink - NA
  - Waterfowl in Park – NA
  - Out-to-Lunch – NA
  - Trash – NA
  - ESCo – NA
  - Park Permits –
    - See second item on the agenda
  - Access/ ADA – NA
  - Mobile Concession/ Food Truck - NA
  - ATV – Recreational Vehicle – NA
  - Veterans Memorials - NA
  - Misc. Information –

- Golf Course:
  - NA
  - Golf Course Donations: NA



## PARKS AND RECREATION COMMISSION VIRTUAL MEETING

Thursday January 27, 2022 – 6:30 P.M.

### If you choose to use the WebEx platform:

- 1) Go to [www.webex.com](http://www.webex.com)
- 2) Click the “join” button on the top right side of the screen
- 3) Enter Meeting ID#: 2312 833 7213
- 4) Enter password: Parkscomm1-27

### If you choose to attend via phone:

- 1) Call 1-415-655-0001
- 2) Enter Meeting ID#: 2312 833 7213

### Commissioners Present:

Eric Goldstein  
Julie Ann Lamachia  
Bowen Lee  
Erin Zamarro

### Administration Present:

Jeffrey Tomaino, Recreation Coordinator  
Milagros Pacheco, Sr. Accountant  
Scott Morin (Via Phone)

- 
1. Meeting was called to order at 6:38 PM
  2. Attendance (Roll Call) – Four (4) Commission Members were present at the January 27, 2022 meeting.
  3. Acceptance of Minutes for the April 15, 2021, May 20, 2021, & November 18, 2021 – Tabled
  4. Public Participation – Pursuant to Chapter 20 of the Acts of 2021 and in order to ensure active, public engagement, the City of Worcester currently allows for both in person and remote participation at the Parks & Recreation Commission meetings. To partake in the “Public Participation” section of this meeting, you may join us directly within the 50 Skyline Drive Meeting Room A, follow the information above to join via the WebEx application or dial the direct line as indicated. If you would like to raise your hand when in the meeting as a call-in user you may dial \*3.





5. Committee Reports
    - 5.1. Golf Course Subcommittee – None
    - 5.2. Policy Subcommittee – None
    - 5.3. Naming & Land Use Subcommittee – None
  6. Commissioners Report (See Report Topics Below)
- 

#### **ASSISTANT COMMISSIONER'S REPORT:**

1. Referral to Policy Subcommittee: NA
2. Referral to Naming/ Land Usage Subcommittee: NA
3. Referral to Golf Course Subcommittee: NA
4. General:
  - Sports & Events Permit Presentation & Meeting
    - Mr. Tomaino gave the presentation
    - There was a request to get a copy of the presentation - Done
    - There was a request to get added to the mailing list - Done
    - There was a question about how early you can submit an application with a Covid plan and if the plan would need to be updated – As early as they want and the plan would have to be updated at a later day if guidelines changed.
    - There was a question about what is the minimum of people before a permit is required - 10

7. Date of Next Meeting:
  - February 17, 2022
  - March 3, 2022
  - March 31, 2022
  - April 28, 2022
  - May 12, 2022
  - June 16, 2022

8. Meeting Adjourned
  - Motion to adjourn was made by Mr. Lee, Second by Ms. Zamarro. All were in favor. Motion was approved 4 – 0. Meeting was adjourned at 7:15 PM.

A copy of this meeting is not yet available but once it is you will be able to view and listen to full meeting discussions at: [www.worcesterma.gov/city-clerk/public-meetings/agendas-minutes](http://www.worcesterma.gov/city-clerk/public-meetings/agendas-minutes)





The City of  
**WORCESTER**

Department of Public Works & Parks  
Parks, Recreation & Cemetery Division  
50 Skyline Drive, Worcester, MA 01605  
P | 508-799-1190 F | 508-799-1293  
[parks@worcesterma.gov](mailto:parks@worcesterma.gov)

## **PARKS AND RECREATION COMMISSION MEETING**

Thursday February 17, 2022 – 6:30 P.M.

Virtual with WebEx

## **ASSISTANT COMMISSIONER'S REPORT**

**GENERAL**



# The Global Rotary Peace Pole Project

## History of Peace Poles

It is believed that there have been over 200,000 peace poles planted over the years. The first poles were planted in Ishikawa, Japan after the bombing of Hiroshima in WWII. The message of "May Peace Prevail on Earth" has resonated on every continent and in every major city in the world.

## Why Plant a Peace Pole?

Planting a Peace Pole is a way of bringing communities together to inspire, awaken and uplift the human consciousness. It is an uplifting project for any community, organization or your home. Peace Poles are now recognized as the most prominent international symbol and monument to peace. They remind us to think, speak and act in the spirit of peace and harmony. They stand as a silent visual for peace to prevail on our planet.

**There is now a Peace Pole in EVERY COUNTRY on Earth**

## The District 5100 Rotary Peace Pole Project

Three year ago, on the International Day of Peace, Rotary District 5100 set out to plant 100 Peace Poles in Northern Oregon and Southern Washington. In actuality, 128 Peace Poles were planted that day. At the end of 2020, over 325 Peace Poles have been installed.

## The Peace Pole Ceremony



McMinnville Oregon HS



Hawaii



Chandler Arizona



Central High School-Independence

Timore-Leste



Peace Pole-Peace Officers



Russia



## Popular Locations for Rotary Peace Poles:

Public/Private Schools/ Universities/Colleges/Libraries/ Museums/Police Stations/ Corporate Offices/Churches/ Synagogues/Mosques/City Halls/Court Houses/Hospitals/Fire Houses/Military Bases/Stadiums

With this Peace Pole planted in Timore-Leste, there is now a Peace Pole in EVERY COUNTRY on earth!

An important part of the Peace Pole planting is the Peace Pole Ceremony. The ceremonial gathering brings the community together and can include interfaith peace activities, concerts, tree plantings, exhibitions, speeches, picnics and activities for children.

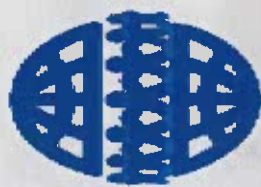
**Larry Strober**

Rotary Peace Pole Project  
lsstrober@yahoo.com  
(415) 720-8262



# The Peace Pole Project

Planting the Universal Message of Peace



May Peace Prevail On Earth

世界平和を祈ることを





## History of Peace Poles

It is believed that there have been over 200,000 peace poles planted over the years. The first poles were planted in Ishikawa, Japan after the bombing of Hiroshima in WWII. The message of “May Peace Prevail on Earth” has resonated on every continent and in every major city in the world.





## Why Plant a Peace Pole?

Planting a Peace Pole is a way of bringing communities together to inspire, awaken and uplift the human consciousness. It is an uplifting project for any community, organization or your home. Peace Poles are now recognized as the most prominent international symbol and monument to peace. They remind us to think, speak and act in the spirit of peace and harmony. They stand as a visual reminder of the Rotary focus on peace.

There is now a Peace Pole in **EVERY COUNTRY** on Earth  
With this Peace Pole planted in Timore-Leste, there is now a  
Peace Pole in **EVERY COUNTRY** on earth!





## The District 5100 Rotary Peace Pole Project

Three year ago, on the International Day of Peace, Rotary District 5100 set out to plant 100 Peace Poles in Northern Oregon and Southern Washington. In actuality, 128 Peace Poles were planted that day. At the end of 2020, over 370 Peace Poles have been installed. Our goal for the end of 2021 is to have over 500 Peace Poles installed.









T-Pik Elida weslj as wul

May Peace Prevail On Earth



May Peace Prevail On Earth

Que la paz prevalezca en la tierra



## Popular Locations for Rotary Peace Poles:

Public/Private Schools/  
Universities/Colleges/Libraries/Museums/Police  
Stations/Corporate  
Offices/Churches/Synagogues/Mosques/City Halls/Court  
Houses/Hospitals/Fire Houses/Military Bases/Stadiums



# Recent Peace Pole Installations

- ▶ Yamhill County Board of Supervisors
- ▶ Rotary Park-Sudbury Ontario Canada
- ▶ West Linn Police Department
- ▶ Interact Club-Dallas High School Oregon
- ▶ Boys and Girls Club of Kern County-California
- ▶ Juliette's House-Child Abuse Intervention Center
- ▶ Bigby Lakes Hope Center for the Houseless
- ▶ McNary High School-Gay/Straight Club
- ▶ Salaam Peace Garden-Ocala Florida
- ▶ Armenia, Georgia and Russia via the Beaverton Oregon Rotary Club
- ▶ Australia-162 Peace Poles for schools-part of Rotary Centenary





## The Peace Pole Ceremony

An important part of the Peace Pole planting is the Peace Pole Ceremony. The ceremonial gathering brings the community together and can include interfaith peace activities, concerts, tree plantings, exhibitions, speeches, picnics and activities for children.



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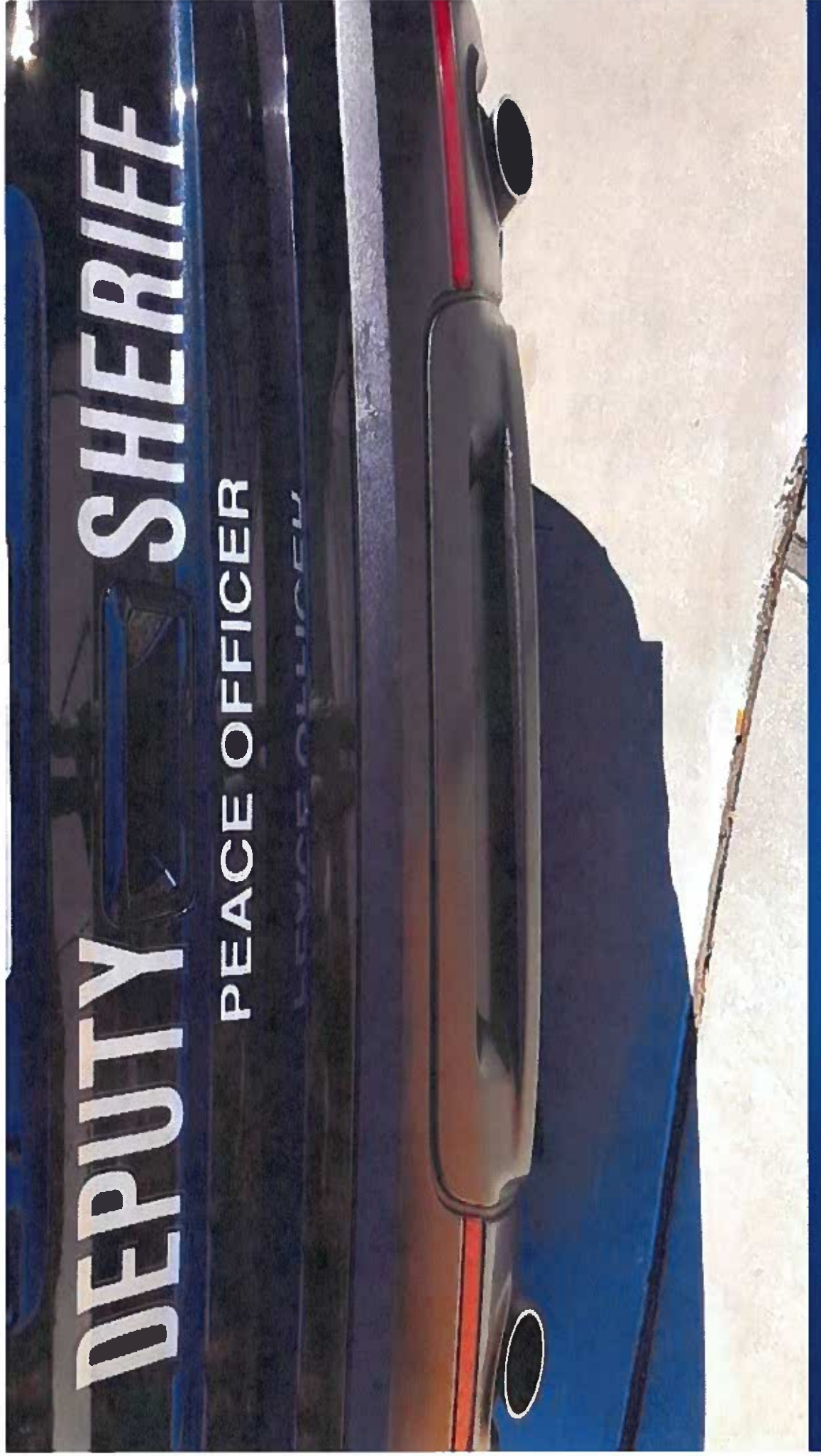
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DEPUTY

SHERIFF

PEACE OFFICER

PEACE OFFICER











May Peace Prevail On Earth







人类的和平 Да будет мир человечеству во всем мире







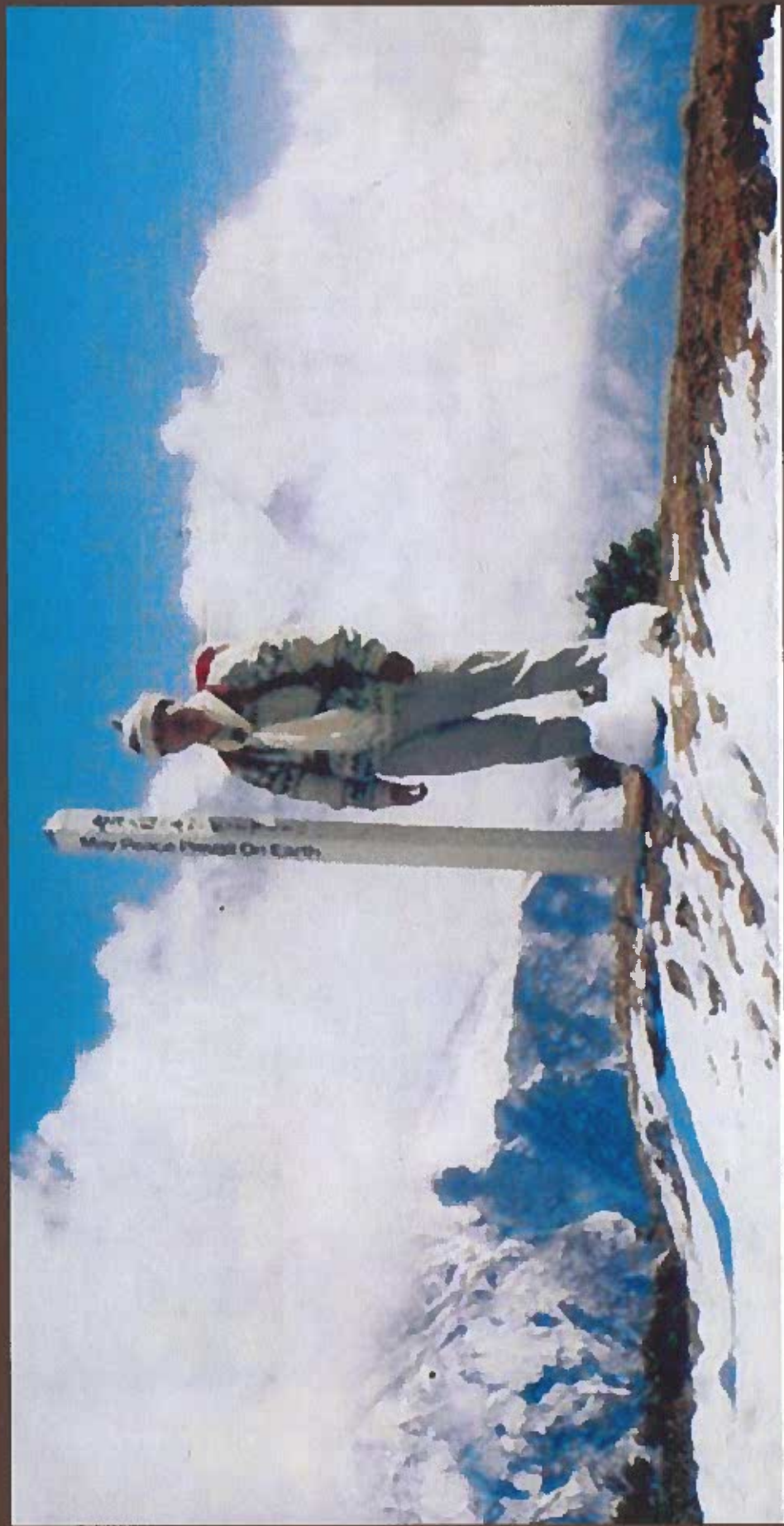




















**May Peace Prevail On**



“Donate a Peace Pole to Your Alma Mater”  
Bucknell University







# The City of WORCESTER

Department of Public Works & Parks

Parks, Recreation & Cemetery  
Robert C. Antonelli, Jr., Assistant Commissioner  
50 Skyline Drive, Worcester, MA 01605  
P | 508-799-1190 F | 508-799-1293  
parks@worcesterma.gov

## 2022 PERMIT APPLICATION FOR EVENT IN A PARK

NAME OF REQUESTED FACILITY: WORCESTER COMMON/CITY HALL TODAY'S DATE: 2/2/22  
NAME OF ORGANIZATION: MASSACHUSETTS PIRATES, LLC WEBSITE: MASSPIRATESFOOTBALL.COM  
NAME OF APPLICANT: ADRIAN FIGUEROA EMAIL: AFIGUEROA@MASSPIRATESFOOTBALL.COM  
ADDRESS: 50 FRANKLIN ST SUITE 200 CITY WORCESTER STATE MA ZIP 01608  
CELL PHONE# 774 504 4965 ALTERNATE PHONE # \_\_\_\_\_  
EVENT DATE: 4/3/22 RAIN DATE: N/A START TIME: 4 PM END TIME 6 PM  
SET UP DATE & TIME: BREAKDOWN DATE & TIME: 4/3/22 SETUP: 3PM BREAKDOWN: 6PM

\*STAFF WILL BE ASSIGNED FROM THE BEGINNING OF THE SET UP UNTIL EVERYONE IS GONE\*

DESCRIBE EVENT IN DETAIL: WE WOULD LIKE TO HOST A TAILGATE PARTY @ WORCESTER COMMONS PRIOR TO SELECT HOME GAMES w/ MUSIC, FOOD TRUCKS, TROPHY APPEARANCES, GAMES + VENDORS - PARTY WILL START @ 4 AND END PROMPTLY WHEN DOORS OPEN @ THE DCH CENTER

HAVE YOU EVER HAD A SIMILAR PERMIT: X YES \_\_\_\_\_ NO ESTIMATED # OF PEOPLE TO ATTEND: 50-100  
(IF AMOUNT IS UNKNOWN A MAXIMUM NUMBER WILL BE ASSUMED)

WILL YOU BE CHARGING ADMISSIONS OR SELLING ANY ITEMS AT THIS EVENT? X YES \_\_\_\_\_ NO

1. As of October of each year all season water services will be shut down. This includes all seasonal restrooms, concessions, and irrigations.
2. Some organizations will need to contact the Special Events Committee based on the location and scale of the event. Please call 508-799-1400.
3. Alcoholic beverages are NOT allowed in parks facilities (see item 21 on the rules and regulations)
4. Bancroft Tower Operational Hours: Sunrise to 8:00 PM
5. No Smoking in Parks and Open Spaces as per city ordinance
6. NO Drones, radio control vehicles (Land, Air, or Water) without issued permit from the Parks administration office
7. The City reserves the right to minimize or cancel use of facilities based on renovations and maintenance.
8. No refunds will be given if event is not cancelled in writing within the required time frame (see Cancellation Policy Page3)
9. The City of Worcester DPW & Parks, Parks, Recreation & Cemetery Division requires staff at any and all events/permits for the duration of the event including event set up and breakdown this and other requirements will be determined on a case by case basis. Staff fees will apply (\$55.00 per hour minimum of 4 hours)
10. Permittee shall not begin set up or breakdown within the park until park staff is on site.
11. Vehicles are prohibited in any park grass areas, on any sidewalks or on the Worcester Common.
12. The City of Worcester DPW & Parks, Parks, Recreation & Cemetery Division requires that the undersigned submit proof of liability insurance with a minimum of \$1 Million in Commercial General Liability and a policy endorsement which indemnifies and holds harmless the City of Worcester, DPW & Parks, Parks, Recreation & Cemetery Division and Parks & Recreation Commission. Some events may require a higher limit of Insurance. The City of Worcester is not responsible for any accidents or damages to persons or property resulting from the issuance of this permit.
13. **DOWN PAYMENT:** A \$125.00 NON-REFUNDABLE DOWN PAYMENT WILL BE REQUIRED AT THE TIME OF REQUEST IN ORDER TO HOLD DATES. NO DATES WILL BE HELD WITHOUT THE DOWN PAYMENT.

INITIALS

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**THIS SECTION MUST BE COMPLETED BY THE POLICE DEPARTMENT ONLY**  
**ANYONE REQUESTING A PARK PERMIT WILL NEED TO NOTIFY THE POLICE DEPARTMENT OFF-DUTY OFFICE AND HAVE THEM COMPLETE AND SIGN BELOW IN REFERENCE TO POLICE SUPERVISION AND/OR SOUND PERMITS. THE OFF DUTY POLICE WILL DETERMINE THE NEED FOR POLICE SUPERVISION AND THE NUMBER OF OFFICERS IF REQUIRED. THERE ARE NO EXCEPTIONS TO THIS REQUIREMENT.**

WILL THIS EVENT NEED POLICE SUPERVISION \_\_\_\_\_ YES \_\_\_\_\_ NO IF YES, NUMBER OF OFFICER'S \_\_\_\_\_

WILL THIS EVENT REQUIRE A SOUND PERMIT: \_\_\_\_\_ YES \_\_\_\_\_ NO

HAS A SOUND PERMIT BEEN OBTAINED: \_\_\_\_\_ YES \_\_\_\_\_ NO? COPY OF PERMIT REQUIRED TO BE ATTACHED

NAME & TITLE OF POLICE DEPARTMENT OFFICIAL: \_\_\_\_\_

**PLEASE INDICATE BELOW ANY ITEMS PERTAINING TO YOUR EVENT AND FOLLOW INSTRUCTIONS ON THE FOLLOWING PAGES, WHICH CONTAIN INFORMATION NECESSARY FOR YOU TO OBTAIN OTHER PERMITS REQUIRED BY THE CITY OF WORCESTER FOR YOUR EVENT (USEFUL PHONE NUMBERS ARE ON PAGE 4)**

YES NO

☒ \_\_\_\_\_

**TRASH:** WILL YOU BE CLEANING AND REMOVING TRASH?  
A CLEAN UP PLAN WILL BE REQUIRED IN WRITING PRIOR TO OBTAINING A PERMIT.  
DUMPSTERS WILL NOT BE ALLOWED IN THE PARK OR LEFT OVERNIGHT.

\_\_\_\_\_ ☒

**TRASH:** WILL YOU BE REQUESTING THE CITY TO BE RESPONSIBLE TO REMOVE AND DISPOSE OF TRASH?  
A STARTING FEE OF \$400.00 WILL APPLY FOR REMOVAL/DISPOSAL OF TRASH FROM YOUR EVENT  
THE FEE WILL INCREASE BASED ON THE AMOUNT OF TRASH/PARTICIPANTS/EVENT SIZE ETC. THIS FEE DOES NOT INCLUDE FACILITY CLEAN UP A MINIMUM OF \$220.00 WILL BE CHARGED FOR TRASH PICK UP THROUGHOUT THE FACILITY. THIS FEE DOES NOT INCLUDE FACILITY CLEAN UP. IT IS INTENDED ONLY FOR REMOVAL & DISPOSAL OF TRASH FROM A SINGLE AGREED UPON LOCATION. TRASH/DEBRIS IN OTHER AREAS ARE THE RESPONSIBILITY OF THE PERMITTEE.

\_\_\_\_\_ ☒

**RESTROOMS:** WILL YOU BE REQUESTING USE OF FACILITY RESTROOMS? (IF AVAILABLE AT FACILITY)  
STAFF WILL BE REQUIRED TO OPEN AND CLOSE RESTROOMS

\_\_\_\_\_ ☒

**PORTABLE RESTROOMS:** WILL YOU HAVE PORTABLE RESTROOMS? PLEASE PROVIDE INFORMATION COMPANY \_\_\_\_\_

(PORTABLE RESTROOMS MUST BE REMOVED IMMEDIATELY AFTER EVENT COMPLETION. PLEASE IDENTIFY THE LOCATION OF PORTABLE RESTROOMS ON THE SITE MAP)

- All events with portable restrooms must have a minimum of (1) one, or 5% of the total restrooms provided must be accessible.
- All events with portable restrooms are required to have a minimum of (1) one accessible unit at each cluster/group.
- Each accessible restroom must be placed off of an accessible surface for ease of access.

☒ \_\_\_\_\_

**ELECTRICITY:** WILL YOU BE REQUESTING THE USE OF OUR ELECTRICITY?  
PLEASE SPECIFY INTENDED USE - STANDARD 110 PLUGS? ☒ HOW MANY AND FOR WHAT PURPOSE  
PLEASE EXPLAIN AT LEAST 2 FOR MUSIC ETC  
YOU WILL NEED TO PROVIDE YOUR OWN EXTENSION CORDS  
AN ADDITIONAL FEE WILL BE CHARGED FOR ELECTRIC USE \$25/HR (FOR PLUGGING INTO OUTLETS)  
PLEASE EXPLAIN ANY ADDITIONAL NEED OF ELECTRICITY OTHER THEN STANDARD PLUGS \_\_\_\_\_

\_\_\_\_\_ ☒

**GENERATOR:** WILL A GENERATOR BE USED AT THIS EVENT? (A PERMIT IS REQUIRED FROM INSPECTIONAL SERVICES FOR THE USE OF A GENERATOR, PLEASE INDICATE ON THE MAP THE LOCATION OF THE GENERATOR (PHONE NUMBER LISTED ON PAGE 4 OF THIS APPLICATION)  
**INSPECTIONAL SERVICES OFFICIAL SIGNATURE:** \_\_\_\_\_

☒ \_\_\_\_\_

**FOOD:** WILL YOU HAVE FOOD? (ANY TYPE OF FOOD THAT HAS NOT BEEN PREPARED IN A LICENSED KITCHEN WILL REQUIRE A FOOD PERMIT FROM INSPECTIONAL SERVICES. PHONE # PAGE 4)  
**INSPECTIONAL SERVICES OFFICIAL SIGNATURE:** \_\_\_\_\_

- \*AN OIL DISPOSAL PLAN NEEDS TO BE SUBMITTED SEPARATE FROM APPLICATION\*
- \* OIL WILL NOT BE ALLOWED TO BE DISPOSED OFF IN THE SEWER DRAINS \*

INITIALS  
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☒ **GRILLS:** WILL YOU BE USING GRILLS? (A PERMIT FROM FIRE PREVENTION MAY BE REQUIRED IF USING PROPANE OPERATED GRILLS. ANYTHING LESS THAN 42 POUNDS OF PROPANE WILL NOT REQUIRE A PERMIT PER STATE FIRE CODE. MORE THAN TWO STANDARD SIZE TANKS WILL REQUIRE A PERMIT. WHENEVER CHARCOAL GRILLS ARE USED IT IS THE RESPONSIBILITY OF THE APPLICANT TO REMOVE ALL CHARCOAL DEBRIS FROM THE FACILITY. PLEASE IDENTIFY THE LOCATION OF THE GRILL/S ON A SITE MAP PHONE # PAGE 4)  
**FIRE DEPARTMENT OFFICIAL SIGNATURE:** \_\_\_\_\_

☒ **TENTS:** WILL YOU BE USING TENTS? (ALL TENTS **MUST BE STAKELESS**) TENTS LARGER THEN 10' X 10' WILL REQUIRE A PERMIT FROM INPECTIONAL SERVICES  
TYPE OF TENT FOLDING SIZE OF TENT 10X10  
WHEN SECURING TENTS WITH CONCRETE, ALL CONCRETE MUST BE COVERED WITH PLASTIC TO AVOID DAMAGE TO PARKS PROPERTY  
**INSPECTIONAL SERVICES OFFICIAL SIGNATURE:** \_\_\_\_\_

☒ **INFLATABLE DEVICES/BOUNCY HOUSES:** APPROVAL WILL BE BASED ON CURRENT PUBLIC HEALTH GUIDANCE. THE DEVICES APPROVED FOR USE MUST BE STAKELESS.

☒ **TABLES AND CHAIRS:** WILL YOU BE USING TABLES AND CHAIRS? (PLEASE IDENTIFY LOCATION OF TABLES AND CHAIRS ON A SITE MAP. THE CITY DOES NOT SUPPLY ANY EXTRA TABLES AND CHAIRS)

☒ **EMS:** WILL YOU HAVE EMS SERVICES AVAILABLE? THIS IS NOT MANDATORY BUT RECOMMENDED THE PHONE NUMBER IS LISTED ON PAGE 4 OF THIS APPLICATION. MAY BE A REQUIREMENT BASED ON PROPOSED EVENT.

☒ **AMPLIFYING SYSTEM:** ARE YOU USING ANY TYPE OF AMPLIFYING SYSTEM? YOU WILL NEED A SOUND PERMIT FROM THE POLICE DEPARTMENT.

EVENTS SCHEDULED IN A BUSINESS AREA SUCH AS CITY HALL OR THE WORCESTER COMMON (SEE RULES AND REGULATIONS FOR SOUND ORDINANCE) WILL HAVE TO SCHEDULE THEIR EVENT AROUND THE BUSINESS HOURS. PLEASE INDICATE THE LOCATION OF THE AMPLIFYING SYSTEM ON A SITE MAP

☒ **BANNERS:** WILL YOU BE USING ANY BANNERS? (NO NAILS OR STAPLES ALLOWED, ONLY ROPE OR TAPE)  
➤ ALL BANNER LOCATIONS MUST BE APPROVED  
➤ A \$110.00 FEE WILL APPLY FOR HANGING AND TAKING DOWN OF BANNERS BY PARKS STAFF  
➤ BIG BANNERS THAT NEED TO BE PUT UP ON TREES WILL ONLY BE ALLOWED BY PARKS STAFF

☒ **PORTABLE STAGE:** WILL YOU BE USING OUR STAGE? (IF PARKS PORTABLE STAGE WILL COST A FLAT FEE OF \$880.00)  
THE STAGE IS 24' (L) X 24' (D) X 4' (H) FULLY OPEN, OR 24' (L) X 15.6' (D) X 4' (H) WITH AN 8.6' HIGH WALL IN BACK (PLEASE INDICATE LOCATION OF PORTABLE STAGE ON A SITE MAP).  
➤ PLEASE NOTE: A separate application is required for the use of the portable stage.  
➤ PLEASE NOTE: This stage is not accessible.

**PARKING PLAN:** YOU WILL HAVE TO SUBMIT AN ALTERNATIVE PARKING PLAN FOR THE FACILITIES THAT DO NOT HAVE ENOUGH PARKING FOR YOUR EVENT. ILLEGAL PARKING SUCH AS BUT NOT LIMITED TO PARKING ON SIDEWALKS OR GRASS AREAS WILL NOT BE ALLOWED AND FINES WILL BE GIVEN AND FEES WILL BE APPLIED FOR ANY DAMAGE TO IRRIGATION SYSTEMS OR GRASS. ALSO PERMIT HOLDER WILL BE RESPONSIBLE TO INFORM/ADVISE ALL EVENT PARTICIPANTS ON LEGAL AND PROPER PARKING ON CITY PROPERTY.

**RAIN/WET CONDITIONS:** IF THERE ARE PUDDLES ON THE FIELDS AND/OR YOU STEP ON ANY PORTION OF THE FIELD AND IF WATER SQUISHES OUT FROM UNDER YOUR SHOE, THE FIELD IS CLOSED WITH NO GAME PLAY AND/OR PRACTICE. PLAYING ON WET FIELDS POSES A SAFETY HAZARD AND CAUSES SEVERE FIELD DAMAGE

**PERMITS FROM OTHER CITY DIVISIONS:** IT IS YOUR RESPONSIBILITY TO OBTAIN ALL NECESSARY PERMITS AS STATED ABOVE AND SUBMIT COPIES TO OUR DEPARTMENT PRIOR TO FINAL APPROVAL OF PERMIT. PARK PERMITS WILL NOT BE ISSUED UNLESS PERMITTEE HAS OBTAINED ALL NECESSARY PERMITS FOR THEIR EVENT.

**CLEAN UP OF PARK AT COMPLETION OF EVENT:** THE PARK MUST BE LEFT IN CLEAN, CLEAR OF PORTABLE TOILETS/DUMPSTERS, FENCING OR ANY MATERIAL USED FOR A SPECIFIC EVENT. PARK MUST BE LEFT READILY AVAILABLE FOR OTHER PARK USERS. ANY ADDITIONAL DATES REQUIRED WILL BE CHARGED AN ADDITIONAL FEE.

**FEES VARY BASED ON EVENT TYPES.** ALL PERMITS WILL HAVE A BASE PERMIT FEE AND SOME WILL HAVE ADDITIONAL FEES FOR STAFF, CLEAN UP, TRASH DISPOSAL OR ELECTRICAL. SOME EVENTS MAY REQUIRE STAFF EVEN IF NOT REQUESTED BY PERMITTEE, THIS WILL BE DETERMINED BY THE CITY OF WORCESTER DPW & PARKS, PARKS, RECREATION AND CEMETERY DIVISION BASED ON THE MAGNITUDE OF THE EVENT. CASH IS NOT ACCEPTED (CHECKS, MONEY ORDERS or CREDIT CARDS ONLY). FEES ARE DUE 1 MONTH PRIOR TO THE EVENT DATE.

**FINAL PAYMENT:** THE BALANCE WILL BE DUE 1 MONTH PRIOR TO EVENT DATE. PAYMENTS MADE LESS THEAN 1 MONTH BEFORE EVENT WILL REQUIRE A CERTIFIED FINAL PAYMENT: BANK CHECK OR MONEY ORDER.  
OR 10% OF TOTAL FEE WHICHEVER IS HIGHER WILL BE CHARGED FOR CANCELLATIONS. ALL WEEKEND/HOLIDAY



**CANCELLATION POLICY:** A 24-HOUR WRITTEN CANCELLATION NOTICE IS REQUIRED TO AVOID ADDITIONAL FEES. A \$125.00 CANCELLATIONS MUST BE RECEIVED BY 12:00 PM ON THE LAST BUSINESS DAY PRIOR TO YOUR EVENT AND MUST BE CONFIRMED/APPROVED BY THE DPW & PARKS - PARKS, RECREATION & CEMETERY DIVISION STAFF. CONFIRMATION/APPROVAL IS DEEMED CONFIRMED WHEN THE EVENT REPRESENTATIVE RECEIVES A WRITTEN CONFIRMATION FROM THE PARKS DIVISION ADMINISTRATIVE OFFICE. REFUNDS WILL NOT BE GIVEN TO ANYONE WHO DOES NOT GIVE A 24 HR CANCELLATION AND THEY WILL BE CHARGED THE FULL EVENT FEE.

**RAIN DATE WILL BE GIVEN AT THE TIME OF REQUEST NOT AFTER AND IT WILL ONLY BE HONORED IF CANCELLED AND RESCHEDULED IN TIME.**

**STAFF FEE:** WILL BE A MINIMUM OF \$220.00 FOR A 4 HOUR PERIOD. ANY ADDITIONAL HOUR AFTER THE 4 HOURS WILL COST \$55.00 PER HOUR. PLEASE NOTE THAT BASED ON YOUR REQUEST THE FEE MIGHT CHANGE TO ADD OTHER COST FOR ELECTRICAL NEEDS OR REMOVAL/DISPOSAL OF TRASH FROM EVENT.

**ALCOHOLIC BEVERAGES:** NO PERSON SHALL DRINK ANY ALCOHOLIC BEVERAGE AS DEFINED IN CHAPTER 138, SECTION 1 OR THE MASSACHUSETTS GENERAL LAWS WHILE ON, IN, OR UPON ANY FACILITY UNDER THE JURISDICTION OF THE DPW & PARKS - PARKS, RECREATION & CEMETERY DIVISION.

**PLEASE NOTE IF ADMISSION IS TO BE CHARGED OR EVENT IS OF A LARGE CAPACITY SUCH AS CONCERTS AND FESTIVALS:**

**CHARGING ADMISSION AT EVENT:** IF ADMISSION FEE IS CHARGED FOR EVENT A PERMIT REQUEST AND A FULL PROPOSAL NEEDS TO BE SUBMITTED TO THE PARKS & RECREATION COMMISSION A MINIMUM OF THREE (3) MONTHS BEFORE THE EVENT DATE. THE PROPOSAL IS TO INCLUDE ALL EVENT DETAILS AS LISTED IN THIS PERMIT APPLICATION, AND MEET REQUIREMENTS AS SET FORTH BY THE PARKS, RECREATION AND CEMETERY COMMISSION. A SPECIAL EVENTS APPLICATION MAY ALSO NEED TO BE SUBMITTED.

**THERE SHALL BE NO TRANSFERRING OF PERMITS FROM ONE ORGANIZATION TO ANOTHER.**

**CURRENT CONSTRUCTION:** IT IS THE RESPONSIBILITY OF THE PERMITTEE TO ENSURE THAT CONSTRUCTION AREAS IN PARKS ARE NOT DISTURBED OR MOVED. FEES WILL BE CHARGED FOR ANY REPAIRS NEEDED DUE TO ANY DAMAGE DONE BY ANY EVENT.

**APPROVAL OF PERMIT:** THERE WILL BE NO GUARANTEES MADE IN THE APPROVAL PROCESS IF PERMIT APPLICATION IS RECEIVED BY THE DPW & PARKS - PARKS, RECREATION & CEMETERY DIVISION AFTER THE THREE- (3) MONTH REQUIRED PERIOD. APPROVAL OR DENIAL WILL BE ON A CASE-BY-CASE BASIS.

IT WILL BE NECESSARY TO OBTAIN A LICENSE FROM THE LICENSE COMMISSION, AND SUBMIT A COPY WITH THIS APPLICATION AT THE TIME OF PERMIT PROCESS COMPLETION.

**EVENTS HELD AT BEACH FACILITIES OR PUBLIC WATERWAYS MAY REQUIRE TO BE IN COMPLIANCE WITH CHRISTIAN'S LAW**

**PERSONAL FLOTATION DEVICES/US COAST GUARD CERTIFIED LIFE JACKETS FOR BEACH FACILITIES:**

THE PERMITTEE SHALL BE RESPONSIBLE FOR MEETING AND EXCEEDING ALL REQUIREMENTS OF "CHRISTIANS LAW" WHICH INCLUDES THE FOLLOWING:

- 1) PROVIDE A PROPERLY SIZED AND SNUG FITTING TYPE I, II, OR III PFD TO ALL MINOR CHILDREN DETERMINED TO BE EITHER A NON-SWIMMER OR AN AT RISK SWIMMER.
- 2) ENSURE THAT ALL MINORS ARE SWIM TESTED AT THE FIRST SWIMMING SESSION.
- 3) ALLOW PARENTS OR LEGAL GUARDIANS TO PROVIDE THEIR OWN FITTING PERSONALL FLOTATION DEVICE (PFD) TO THEIR CHILD IF THEY CHOOSE.

A COPY OF THIS STATE LAW IS AVAILABLE ON THE CITY OF WORCESTER WEBSITE OR AT THE PARKS OFFICE.

**BELOW IS A LIST OF PHONE NUMBERS FOR YOUR ASSISTANCE IN THIS PERMIT PROCESS:**

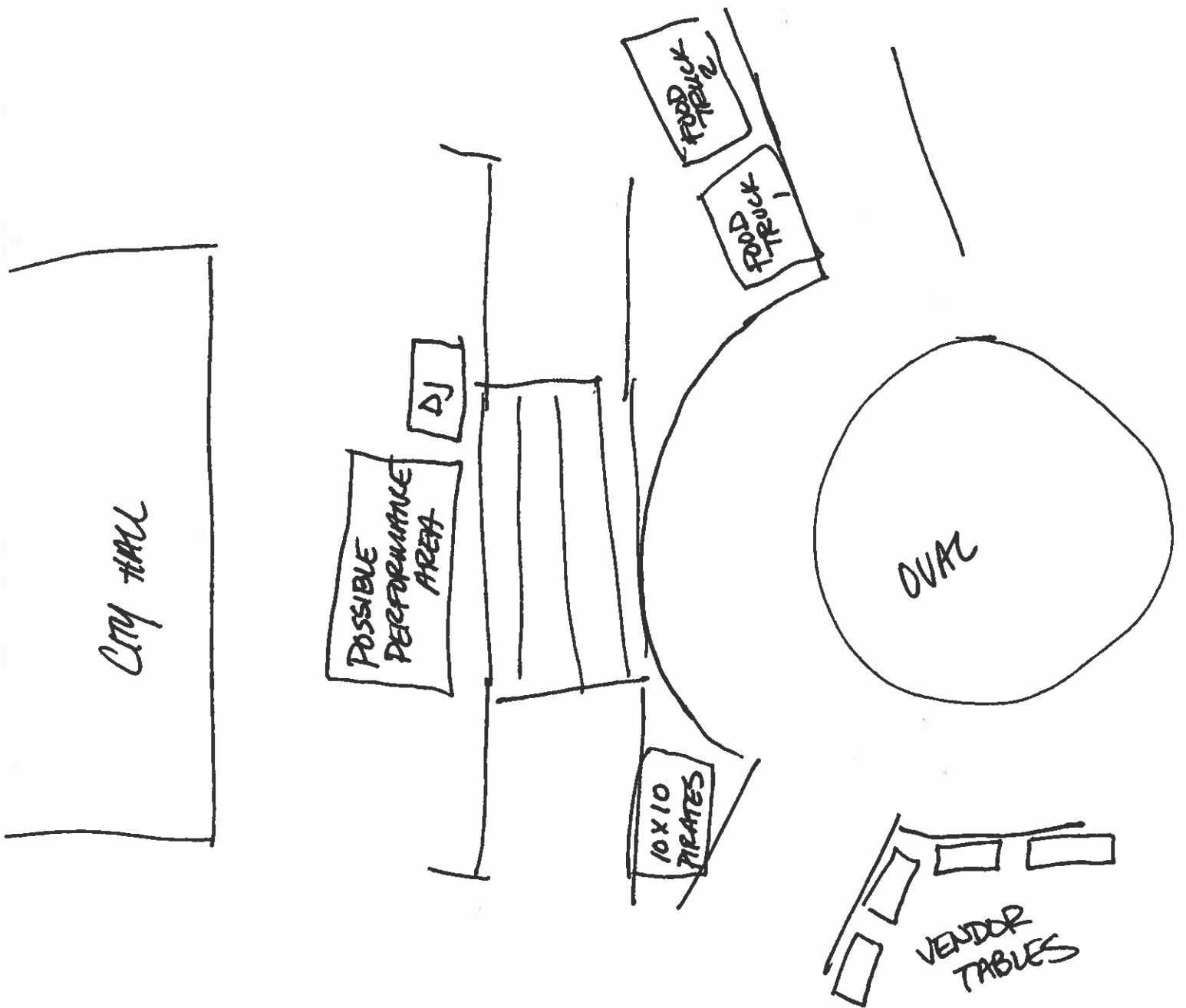
SPECIAL EVENTS COMMITTEE: 455 MAIN STREET.....	508-799-1175
POLICE DEPARMENT - OFF DUTY/SOUND PERMITS- 911 LINCOLN SQUARE .....	508-799-8686
INSPECTIONAL SERVICES - FOOD AND PORTABLE TOILET PERMITS- 25 MEADE STREET .....	508-799-8539
INSPECTIONAL SERVICES - TENTS, GENERATORS - 25 MEADE STREET .....	508-799-1198
FIRE PREVENTION - OPEN FLAME PERMITS - 25 MEADE STREET .....	508-799-1822
LICENSE COMMISSION - FLEA MARKETS OR SELLING OF ITEMS .....	508 799-1400 X234
EMS.....	508-799-8606

**PLEASE ATTACH A MAP SHOWING THE LOCATIONS WHERE, TENTS, TABLES, CHAIRS, GRILLS. ETC. WILL BE SET UP.**

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**City of Worcester – Department of Public Works & Parks – Parks, Recreation & Cemetery Division Rules and Regulations**

The DPW & Parks – Parks, Recreation & Cemetery Division of the City of Worcester, by virtue of the authority delegated to it under chapter 45 of the General Laws of Massachusetts and every other power thereto enabling, hereby makes and publishes the following rules and regulations which shall not only be limited to the following and DPW & Parks – Parks, Recreation & Cemetery Division reserves the right to make additional changes or expansions without notice at any given time.

Within the limit of lands under the management of the City of Worcester – Department of Public Works & Parks, Parks, Recreation & Cemetery Division, it shall be unlawful for any person/organization:

- 1) To destroy, misuse or abuse park property, or to injure or climb trees, lawns, shrubs or plants in any park playground, beach or other areas under the jurisdiction of the DPW & Parks – Parks, Recreation & Cemetery Division.
- 2) To deface, remove or destroy any sign or notice or protective device placed in any park, playground, and or beach.
- 3) To commit any unlawful act of violence or disturbance towards other people or to disturb the animals, birds or fish, etc. or commit any act of nuisance in any park, playground, beach area, recreation area or facility.
- 4) To obstruct, hinder, or impede the movement/work of employees of the DPW & Parks – Parks, Recreation & Cemetery Division or vehicles of said department.
- 5) To fail to comply in any public park (including boundary road thereof) or other public place (including any parkway) under the control of the DPW & Parks – Parks, Recreation & Cemetery Division with any reasonable direction given by any police officers or by any DPW & Parks – Parks, Recreation & Cemetery Division employee or contained in any notice posted by the DPW & Parks – Parks, Recreation & Cemetery Division.
- 6) To throw, deposit or leave any litter or rubbish any park, playground or beach area, except in containers placed for such purpose. Household trash, hazardous waste, debris, or any other material cannot be thrown / dumped into any park or park container.
- 7) To feed water fowl & animals is prohibited in any park playground or beach.
- 8) To play golf or to practice it with putter or other club or stick of any kind upon or within any public park, playground, or beach except in those areas purposely set aside for this activity or in conjunction with any organized city recreation program.
- 9) To take any animal into any park, playground, or beach in violation of the City of Worcester ordinance.
- 10) To operate a phonogram, bullhorns, radio, loudspeaker, or amplifier, or otherwise create noise at a level that violates the City Noise Ordinance, Part I, Chapter 9, Section 1A, of the Revised Ordinances of 1996 of the City of Worcester. Any phonogram, bullhorns, radio, loudspeaker or amplifier in any of the City of Worcester Public Parks, playgrounds, playing fields, or public property or building shall not be plainly audible at a distance of 50 feet or more from said Public Park, playground, playing field, or public property or building and shall require permit/permits from the City of Worcester.
- 11) To sell or offer for sale any goods or ware, to do any advertising of any nature, to make a fire unless approved by the DPW & Parks – Parks, Recreation & Cemetery Division. To play a game or chance for money or other item in value or to distribute or advertise tobacco, alcohol, medication, drugs or pornographic material.
- 12) To discharge or have any firearms in any park, playground or beach.
- 13) To discharge or have any fireworks in any park, playground or beach, except with a permit for those areas specifically authorized by the DPW & Parks – Parks, Recreation & Cemetery Division.
- 14) To commit any trespass in any public park, playground, or beach within the city between the hours of 10:00 PM and 5:00 AM except with a written permit from the DPW & Parks – Parks, Recreation & Cemetery Division. A trespass shall be any unauthorized entry in, upon, or across any property under the jurisdiction of the DPW & Parks – Parks, Recreation & Cemetery Division.
- 15) To drive or propel any motorized vehicle in any park, playground, or beach except on regular roads.
- 16) To drive any Commercial vehicle into any park except on business of the DPW & Parks – Parks, Recreation & Cemetery Division, or to give driving instruction to any person in an automobile in any park or to learn to drive an automobile in any park, or to drive or propel any automobile, motorcycle, motor bicycle, bicycle, or other motor vehicle (except on regular park roads) or repair cars in any park, or to park any car of any park road except in areas designated for parking or to park any vehicle along any roadway or to park any unauthorized automobile after dark, or to clean/wax any vehicle. Such vehicles will be towed at owner's expense.
- 17) To erect a booth, tent, sleeping bag, inflatable rides, stall, camper, motor home or other structures or to sleep/camp or lodge in any park, playground, or beach unless stakeless and/or without the written permission of the DPW & Parks – Parks, Recreation & Cemetery Division.
- 18) To play any active ball games in any park, playground, or beach except in areas set aside for such games.
- 19) To place any snow or ice removed from private property upon any park property, sidewalk, grass area, roadway, parking areas or any boundary road of a public park or of any parkway under the control of the DPW & Parks – Parks, Recreation & Cemetery Division.
- 20) To drive any vehicle upon any sidewalk of any boundary road or a public park or of any parkway under the control of the DPW & Parks – Park, Recreation & Cemetery Division except in accordance with a written permit from the DPW & Parks – Parks, Recreation & Cemetery Division.
- 21) **Alcoholic Beverages:** To possess, sell or drink any alcoholic beverages as define in Chapter 138 section 1 of the Massachusetts General Laws while on, in, or upon any park, playground, or beach or other areas under the jurisdiction of the DPW & Parks – Parks, Recreation & Cemetery Division. Except on Worcester Common as approved by the Worcester Parks & Recreation Commission and with a special liquor permit in addition to the DPW & Parks – Parks, Recreation & Cemetery Division permit.
- 22) To use or possess illegal drugs while in or upon any park, playground or beach, or any other areas under the

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Jurisdiction of the DPW & Parks – Parks, Recreation & Cemetery Division.

- 23) **Closing hours:** Public reservations shall be closed to the public between the hours of 10:00 PM and 5:00 AM except as may be authorized in a written permit of the DPW & Parks – Parks, Recreation & Cemetery Division.
- 24) **Waiver Rights:** The DPW & Parks – Parks, Recreation & Cemetery Division reserves the right to waive and/or limit these rules at any time if in the best interest of the City of Worcester.
- 25) To roller-blade, roller skate, skate board, or ride a bike in any designated park area unless specifically identified for this purpose.
- 26) To boat / float on a flotation device, motorized water craft or winter snow/ice vehicles (snowmobiles, etc.) is not allowed on or in any body of water (ice or snow covered) within a public park unless specifically authorized by a written permit issued by the City of Worcester DPW & Parks – Parks, Recreation & Cemetery Division. No boats, flotation devices except US Coast Guard approved life jackets. No motorized water crafts shall be launched within 150' of any public beach.
- 27) To ice skate on any body of water within a public park except those water bodies designated for such use. Those designated for such use are: Elm Park (3 ponds), University Park pond, and Burncoat park (small pond). At all sites the ice must be declared safe by the DPW & Parks- Parks, Recreation & Cemetery Division.
- 28) No group outing/picnics will be guaranteed in any park, playground or beach under the jurisdiction of the DPW & Parks – Parks, Recreation & Cemetery Division unless a written permit from the DPW & Parks – Parks, Recreation & Cemetery Division has been obtained.
- 29) The DPW & Parks – Parks, Recreation & Cemetery Division shall first approve any field, facility or structure improvements, desired to be made by any organizations permitted to use a public park.
- 30) In the event of inclement weather conditions on a given date, DPW & Parks – Parks, Recreation & Cemetery Division may rescind a permit and restrict the use of any

field if under their determination such use will have a negative long-term effect on the facility.

- 31) Permit request for fields will only be issued between 8:30 AM and 4:00 PM, Monday – Friday (Non Holidays). There will be no refunds or credits issued for any reason. No information will be given nor permits issued over the telephone. The City of Worcester DPW & Parks – Parks, Recreation & Cemetery Division has a fees/charges policy and Rules and Regulation governing all parks. The DPW & Parks – Parks, Recreation & Cemetery Division reserves the right to deny permits to those individuals and organizations that have in the past shown disregard for these rules and regulations.
- 32) **AVIATION IN PARKS: PARKS DRONES (UAS) AND OTHER AIRCRAFT: DRONES, OTHER UNMANNED AERIAL VEHICLES INCLUDING REMOTE CONTROL AIRCRAFT, AND AIRCRAFT IN GENERAL CANNOT BE FLOWN IN THE CITY OF WORCESTER PUBLIC PARKS OR OPEN SPACES, UNLESS UNDER SPECIAL PERMISSION FROM THE CITY OF WORCESTER COMMISSIONER OF THE DEPARTMENT PUBLIC WORKS & PARKS OR HIS DESIGNEE, AND WITH AN ISSUED APPROVED PARKS PERMIT. PLEASE REFER TO THE FEDERAL AVIATION ADMINISTRATION (FAA) RULES AND REGULATIONS**
- 33) It is unlawful and NOT allowed to smoke in any public park, playground or beach as per the City of Worcester ordinance.

#### **ADDITIONAL POLICIES FOR THE USE OF THE COMMON**

- 34) **Common:** To commit any trespass between the hours of 10:00 PM and 5:00 AM, except with a written permit from the DPW & Parks – Parks, Recreation & Cemetery Division. A trespass shall be any unauthorized entry in, upon, or across the Common during these hours; the Common may be used only as a walk through. No active leisure activities are permitted on the Common, including but not limited to bicycle riding, skateboarding, roller blading, roller skating, Frisbee, unless a written parks permit is obtained through the DPW & Parks – Parks, Recreation & Cemetery Division.

**PENALTIES: ANY PERSON VIOLATING ANY OF THE ABOVE RULES SHALL FOR EACH OFFENSE BE PUNISHED BY A FINE NOT MORE THAN \$200.00 (GENERAL LAWS CHAPTER 45, SECTION 24, AMENDED MAY 20, 1977)**

**THE ABOVE RULES AND REGULATIONS HAVE BEEN APPROVED BY THE PARKS & RECREATION COMMISSION**

PRINT NAME OF APPLICANT/REPRESENTATIVE: ADRIAN FIGUEROA DATE: 2/2/22

SIGNATURE OF APPLICANT/ REPRESENTATIVE: \_\_\_\_\_



## AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The City of Worcester Department of Public Works & Parks - Parks, Recreation & Cemetery Division prohibits discrimination on the basis of race, color, origin, religion, age, sexual orientation or handicap in its programs and activities. Anyone who believes he or she has been discriminated against in any City of Worcester Department of Public Works & Parks - Parks, Recreation & Cemetery Division program, park or facility may file a complaint alleging discrimination with the Massachusetts Commission Against Discrimination or the United States Department of the Interior, Washington D.C. 20240.

It is agreed that during the use of the Park or Recreation facility the permittee will not exclude anyone from participation in, deny anyone benefit of the activity or otherwise subject anyone to discrimination because of the person's race, color, national origin, age, or handicap.

The undersigned guarantees that the rules and regulations of the DPW & Parks - Parks, Recreation & Cemetery Division will be strictly observed.

The undersigned agrees to indemnify and hold harmless the City of Worcester, DPW & Parks, Parks, Recreation and Cemetery Division from and against any and all claims, suits or any person or property arising out of the above named facilities by any participant, spectator or other person affiliated with the undersigned becomes aware of an unsafe condition at or on the facilities, and continues to perform at or on the Facilities, without first notifying the DPW & Parks, Parks, Recreation & Cemetery Division of the unsafe condition and giving a reasonable time to correct said unsafe condition.

- THE UNDERSIGNED SHALL SUBMIT PROOF OF INSURANCE, WITH THE SIGNING OF THIS PERMIT OR FILING OF THIS APPLICATION, WITH THE CITY OF WORCESTER AS AN ADDITIONAL INSURED.
- CLEAN UP WILL BE THE RESPONSIBILITY OF THE GROUP USING SAID FACILITIES, INCLUDING REFUSE FROM SPECTATORS AND PARTICIPANTS. ALL REFUSE SHALL BE BAGGED AND REMOVED FROM SITE.
- NO CHANGE OF ENTERTAINMENT WITHOUT PRIOR APPROVAL WILL BE PERMITTED.

I understand the information above and have received all the Rules and Regulations and take responsibility for insuring the organizations compliance with these rules and terms. I will, if I leave this organization inform my predecessor of this information. I am, through my signature able to bond the organization stated in this application to the rules and regulations of the DPW & Parks - Parks, Recreation & Cemetery Division.

**PENALTIES:** Any person violating any of the above rules shall for each offence be punished by a fine not more than \$200.00 (General Laws Chapter 45, Sect. 24, Amended May 20, 1977). Violators also risk permanent revocation of current and future DPW & Parks - Parks, Recreation & Cemetery Division facility permits.

PRINT NAME OF APPLICANT/REPRESENTATIVE: ADRIAN FIGUEROA DATE: 2/2/22

SIGNATURE OF APPLICANT/ REPRESENTATIVE: 



**PARKS & RECREATION FEES/CHARGES POLICY, BLESSED BY THE PARKS & RECREATION COMMISSION AND EFFECTIVE JANUARY 1, 2022**

**NOTES:**

- FEES WILL BE CHARGED FOR FIELD USE PERMITS ISSUED TO YOUTH GROUPS/ORGANIZATIONS THAT ARE CITY RESIDENTS UNDER THE AGE OF 18, FOR THE PURPOSE OF (SOFTBALL, BASEBALL, FOOTBALL, SOCCER, RUGBY, HOCKEY, BASKETBALL, AND LACROSSE, HANDBALL, TENNIS, CRICKET, FIELD HOCKEY OR ANY OTHER SPORT). THIS FEE CAN BE REDUCED IF THE YOUTH LEAGUE IS A 501C3 NON PROFIT AND/OR COMPLETES REGULAR MAINTENANCE ON THE FIELD THEY ARE REQUESTING.
- FEES WILL BE CHARGED TO ORGANIZATIONS/LEAGUES THAT ARE FOR PROFIT – NO DISCOUNTS WILL APPLY
- THERE IS A TWO (2) HOUR PER DAY MINIMUM FOR ALL PERMITS
- **OFF PEAK HOURS FOR FIELDS/RINKS/COURTS ARE 8:00 AM – 6:00 PM**
- **PEAK HOURS FOR FIELDS/RINKS/COURTS ARE 6:00 PM – 10:00 PM (ALL FIELDS CLOSE AT 10:00 PM UNLESS APPROVED BY THE CITY, IF ADDITIONAL HOURS ARE APPROVED THE FEES WILL BE BASED ON PEAK HOUR COST.)**

**SPORT PERMITS:**

1. FIELD AND COURT FEES ARE AS FOLLOWS FOR NON-PROFIT ORGANIZATIONS - \$18.00/HR/FIELD FOR OFF PEAK HOURS PRIOR TO 6:00 PM - \$36.00/HR/FIELD FOR ON PEAK HOURS AFTER 6:00 PM
2. FIELD AND COURT FEES ARE AS FOLLOWS FOR-PROFIT ORGANIZATIONS - \$36.00/HR/FIELD FOR OFF PEAK HOURS PRIOR TO 6:00 PM - \$72.00/HR/FIELD FOR PEAK HOURS AFTER 6:00 PM (DISCOUNTS DO NOT APPLY TO STAFF COST OR FOR-PROFIT ORGANIZATIONS)
3. A DISCOUNT OF UP TO 50% WILL BE GIVEN TO CITY OF WORCESTER RESIDENTS ON OFF PEAK HOURS BEFORE 6:00 PM ONLY BASED ON THEIR ROSTERS AND HOW MANY CITY OF WORCESTER RESIDENTS ARE IN THE LEAGUE: **AND ONLY APPLICABLE TO NON-PROFIT ORGANIZATIONS** FOR EXAMPLE IF 100% OF THE PEOPLE ARE FROM WORCESTER THAT WILL BE A 50% DISCOUNT. HOWEVER IF THE AMOUNT OF RESIDENTS IS LESS THAN 100% THEN THE PERCENTAGE IS CALCULATED BY TAKING THE NUMBER OF RESIDENTS TIMES 100 DIVIDED BY THE TOTAL NUMBER OF PEOPLE AND DIVIDED BY 50%
4. NO DISCOUNTS ARE GIVEN FOR INDIVIDUAL/PRACTICE PERMITS, NON RESIDENTS OF WORCESTER OR FOR-PROFIT ORGANIZATIONS.
5. NO DISCOUNTS WILL BE GIVEN FOR PEAK HOURS 6:00 PM – 10:00 PM
6. **ALL SYTHETIC FIELDS MAY REQUIRE STAFF AT GAMES. THE FEE IS \$125.00 PER HOUR WITH A MINIMUM OF TWO HOURS PER DAY.**

**EVENT PERMITS:**

1. INDIVIDUALS OR GROUPS (THIS PERMIT IS FOR A LOCATION, IN A SPECIFIC PARK AT A SET TIME BETWEEN DAWN AND DUSK.)
2. 8:00 AM – 6:00 PM - \$250.00/UP TO FOUR (4) HOURS/PARK
3. A DISCOUNT OF UP TO 50% WILL BE GIVEN TO CITY OF WORCESTER RESIDENTS OFF THE APPLICATION FEE ONCE VERIFICATION IS SUBMITTED (DISCOUNT DO NOT APPLY TO STAFF COST **OR FOR-PROFIT ORGANIZATIONS**)
4. TRASH REMOVAL/DISPOSAL FEE WILL START AT \$400.00 AND WILL INCREASE BASED ON THE SIZE OF THE EVENT. THIS FEE DOES NOT INCLUDE FACILITY CLEAN UP A MINIMUM OF \$220.00 WILL BE CHARGED FOR TRASH PICKED UP THROUGHOUT THE FACILITY.
5. ELECTRICAL FEE \$25.00 PER HOUR OF ELECTRIC USE AND WILL INCREASE DEPENDING ON WHAT THE ELECTRICITY IS FOR (I.E. BOOM BOX, COFFEE MAKER, SOUND SYSTEM, ETC.)
6. STAFF FEES WILL APPLY TO EVENTS AS DEEMED NECESSARY BY THE PARKS, RECREATION & CEMETERY DIVISION AT A RATE OF \$55.00 PER HOUR, MINIMUM OF 4 HOURS. THIS FEE IS NOT DISCOUNTABLE.

**COMMUNITY BUILDINGS:**

1. RENTALS:
2. NON-PROFIT GROUPS/ORGANIZATIONS - \$250.00/DAY – **STAFF FEES MAY APPLY**
3. PRIVATE GROUPS/ORGANIZATIONS/INDIVIDUALS - \$350.00/DAY – **STAFF FEES MAY APPLY**
4. A DISCOUNT OF UP TO 50% WILL BE GIVEN TO CITY OF WORCESTER RESIDENTS – DISCOUNTS DO NOT APPLY TO STAFF COST OF TO FOR PROFIT ORGANIZATIONS
5. \*NOTE: ADDITIONAL FEE FOR STAFF WILL BE CHARGED FOR OPENING/CLOSING, IF SETUP IS NEEDED OR DEEMED NECESSARY BY THE CITY. THE CITY RESERVES THE RIGHT TO WAIVE THE PERMIT FEE FOR MEETING/EVENTS THAT IS IN THE BEST INTEREST OF THE CITY OF WORCESTER. STAFF FEES WILL NOT BE WAIVED.

**SPECIAL EVENTS/FUNCTIONS/TOURNAMENTS:**

ORGANIZATIONS/GROUPS/INDIVIDUALS REQUESTING PERMITS FOR EVENTS/TOURNAMENTS WILL BE CHARGED FEES AS DETERMINED ON AN INDIVIDUAL BASIS (STAFF, UTILITIES OR NEEDS AS REQUIRED BY DEPARTMENT) BASED ON DEPARTMENTAL AND PARKS & RECREATION COMMISSION REQUIREMENTS.

**PORTABLE STAGE FEE:**

THE FEE FOR DELIVERY, SET UP, BREAKDOWN AND PICKUP OF THE PORTABLE STAGE WITHIN THE CITY OF WORCESTER IS \$880.00 AND THIS FEE IS NON-NEGOTIABLE.

**ADMINISTRATIVE CHARGE:**

A \$100.00 ADMINISTRATIVE CHARGE IS INCLUDED IN THE PERMIT FEE TO COVER STAFF AND SECRETARIAL COSTS, OFFICE SUPPLIES, MAILINGS, UTILITY COSTS, ETC. **THIS FEE WILL ALSO BE CHARGED FOR ANY CHANGES ON FINALIZED PERMITS.**

**REFUND POLICY:**

CITY OF WORCESTER DEPARTMENT OF PUBLIC WORKS & PARKS - PARKS, RECREATION & CEMETERY DIVISION **WILL NOT ISSUE ANY REFUNDS** FOR PERMITS DUE TO WEATHER CONDITIONS. OTHER CASES WILL BE DETERMINED ON AN INDIVIDUAL BASIS. THE CITY OF WORCESTER WILL WORK WITH EVENT, PICNIC, AND WEDDING ORGANIZERS TO ATTEMPT TO FIND AN ALTERNATIVE DATE IN CASES OF INCLEMENT WEATHER.

**FEE STRUCTURE:**

A **\$125.00** NON REFUNDABLE DOWN PAYMENT WILL BE REQUIRED AT THE TIME OF REQUEST. APPROPRIATE FEES WILL BE APPLIED AS SHOWN ABOVE WITH DISCOUNTS TO BE APPLIED ONLY TO INDIVIDUAL, ORGANIZATIONS OR GROUPS THAT SUBMIT ALL REQUIRED





RESIDENCY DOCUMENTATION TO INCLUDE COMPLETED TEAM ROSTERS, COMPLETED SCHEDULES OF GAMES AND PRACTICES, TEAM LISTINGS AND A BLANK COPY OF THE LEAGUE APPLICATION WITH COST INCLUDED. THE COMMISSIONER OR HIS/HER DESIGNEE WILL REVIEW, CONFIRM AND APPROVE ALL INFORMATION BEFORE ANY DISCOUNT WILL BE APPLIED. DISCOUNTS WILL ONLY BE APPLIED AFTER A COMPLETE REVIEW OF ALL REQUIRED DOCUMENTS. THE FILING OF FALSE INFORMATION TO THE CITY OF WORCESTER DEPARTMENT OF PUBLIC WORKS & PARKS - PARKS, RECREATION & CEMETERY DIVISION WILL RESULT IN A LOSS OF PERMITS AND THE CHARGING OF FULL FEES FOR THE ENTIRE REQUEST. ANY ORGANIZATION, INDIVIDUAL AND/OR GROUP FOUND TO PROVIDE FALSE INFORMATION WILL BE REQUIRED TO ATTEND A PARKS & RECREATION COMMISSION MEETING TO JUSTIFY THE ALLEGED FILING AND WOULD CONSEQUENTLY NEED APPROVAL FROM THE PARKS & RECREATION COMMISSION FOR FUTURE REQUEST. A 2% LATE CHARGE WILL BE ASSESSED TO TALL LEAGUES/ORGANIZATIONS EACH MONTH IF THE INVOICE IS NTO PAID WITHIIN 45 DAYS OF THE INVOICE DATE.

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Edward M. Augustus, Jr.  
City Manager



June 11, 2021

TO THE WORCESTER CITY COUNCIL

COUNCILORS:

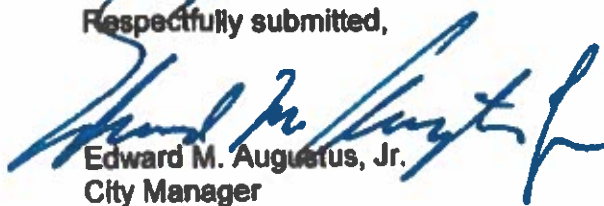
With the pending termination of the Governor's State of Emergency, which includes termination of the temporary modifications to the Open Meeting Law that have been in place, and the uncertainty of whether the Legislature will act prior to that occurring, I am taking the necessary steps to authorize remote participation in accordance with 940 CMR 29.10.

In a municipality, adoption of the practice shall be effective upon the authorization of the chief executive officer to allow remote participation in accordance with the requirements of the attorney general's regulations. The authorization, once given, applies to all public bodies in the municipality. 940 CMR 29.10(2)(a). The regulations do not distinguish between elected bodies (city council and school committee) and appointed bodies (city boards and commissions).

In accordance with the regulations, I intend this letter to serve as the chief executive officer's authorization of the practice of remote participation by members of all city bodies in the city of Worcester. I am hereby notifying the city council, school committee and all city boards and commissions accordingly.

Enclosed is a summary of the regulations, prepared by the city solicitor, that discuss the requirements and process of using remote participation.

Respectfully submitted,



Edward M. Augustus, Jr.  
City Manager

cc: Nikolin Vangjeli, City Clerk  
Helen A. Friel, Ed. D., Clerk of the School Committee



OFFICE OF THE CITY MANAGER, CITY HALL, WORCESTER, MA 01608  
TELEPHONE (508) 799-1175 | FAX (508) 799-1208  
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**Remote Participation – Requirements and Process**  
**(excerpts from 940 CMR 29.10)**

**(4) Minimum Requirements for Remote Participation.**

- (a) Members of a public body who participate remotely and all persons present at the meeting location shall be clearly audible to each other as required by M.G.L. c. 30A;§ 20(d);
- (b) A quorum of the body, including the chair or, in the chair's absence, the person authorized to chair the meeting, shall be physically present at the meeting location, as required by M.G.L. c. 30A, sec 20(d);
- (c) Members of public bodies who participate remotely may vote and shall not be deemed absent for the purposes of M.G.L. c. 39, sec. 23D.

**(5) Permissible Reason for Remote Participation** If remote participation has been adopted in accordance with 940 CMR 29.10(2), a member of a public body shall be permitted to participate remotely in a meeting in accordance with the procedures described in 940 CMR 29.10(7) **only if physical attendance would be unreasonably difficult.**

**(6) Technology.**

(a) The following media are acceptable methods for remote participation. Remote participation by any other means is not permitted. Accommodations shall be made for any public body member who requires TTY service, video relay service, or other form of adaptive telecommunications.

(i) telephone, internet, or satellite enabled audio or video conferencing;

(ii) any other technology that enables the remote participant and all persons present at the meeting location to be clearly audible to one another.

(b) When video technology is in use, the remote participant shall be clearly visible to all persons present in the meeting location.

(c) The public body shall determine which of the acceptable methods may be used by its members.

(d) The chair or, in the chair's absence, the person chairing the meeting, may decide how to address technical difficulties that arise as a result of utilizing remote participation, but is encouraged, wherever possible, to suspend discussion while reasonable efforts are made to correct any problem that interferes with a remote participant's ability to hear or be heard clearly by all persons present at the meeting location. If technical difficulties result in a remote participant being disconnected from the meeting, that fact and the time at which the disconnection occurred shall be noted in the meeting minutes.

(e) The amount and source of payment for any costs associated with remote participation shall be determined by the applicable adopting entity identified in 940 CMR 29.10(2).

**(7) Procedures for Remote Participation.**

(a) Any member of a public body who wishes to participate remotely shall, as soon as reasonably possible prior to a meeting, notify the chair or, in the chair's absence, the person



chairing the meeting, of his or her desire to do so and the reason for and facts supporting his or her request.

(b) At the start of the meeting, the chair shall announce the name of any member who will be participating remotely. This information shall also be recorded in the meeting minutes.

(c) All votes taken during any meeting in which a member participates remotely shall be by roll call vote.

(d) A member participating remotely may participate in an executive session, but shall state at the start of any such session that no other person is present and/or able to hear the discussion at the remote location, unless presence of that person is approved by a simple majority vote of the public body.

(e) When feasible, the chair or, in the chair's absence, the person chairing the meeting, shall distribute to remote participants, in advance of the meeting, copies of any documents or exhibits that he or she reasonably anticipates will be used during the meeting. If used during the meeting, such documents shall be part of the official record of the meeting, and shall be listed in the meeting minutes and retained in accordance with M.G.L. c. 30A, § 22.

#### **Additional Considerations**

#### **Hybrid Meetings**

There is nothing in the Open Meeting Law prohibiting the simultaneous broadcast of an in-person meeting via technological means. However, the in-person meeting is the primary vehicle to comply with the Open Meeting Law. Accordingly, to avoid the need to suspend or terminate a meeting if a technological issue arises with the virtual meeting feed, the meeting notice should address this possibility. A sample statement is as follows:

This meeting/hearing is an in-person meeting being held at the location stated in this notice, and members of the public are welcome to attend. The option to attend/participate remotely is being provided as a courtesy to the public, however, if technological problems interrupt the virtual broadcast the meeting/hearing will not be suspended or terminated. If you have a particular interest in any specific agenda item(s) you should weigh your decision to attend in –person or virtually accordingly.







December 27, 2021

Natalie Turner, Commissioner  
Parks & Recreation Commission  
Worcester, MA 01605

Re: Roles of the Parks & Recreation Committee and the Parks Division

Dear Ms. Turner:

The city manager asked me to respond to your questions concerning the roles of the Parks Commission and Parks Division of the Department of Public Works & Parks.

The roles and responsibilities of the Parks & Recreation Commission ("commission") under the current ordinance (Article 5, §13, Revised Ordinances of 2015 Part II) are expressed in Article 5, §13(b) and §13(c). Section 13(b) vests in the commission authority to "perform the duties and exercise the authority prescribed by law; provided, that the commission shall have no authority over matters involving Hope Cemetery". The phrase in §13(b) "authority prescribed by law" grants no authority independent of the provisions of other related statutes or ordinances. The second part of §13(b) simply makes it clear that the Parks Commission has no jurisdiction over Hope Cemetery.

Section 13(c) prescribes the duties and responsibilities of the commission. Section 13(c)(2) provides the commission shall: "promulgate rules and regulations governing the use of the parks, playgrounds and facilities under its general superintendence as such authority is granted by the General Laws chapter forty-five, section five." The General Laws, c. 45, §5 enumerates a number of "powers and duties of boards of park commissioners." Among these are the powers to:

...lay out and improve public parks, make rules for their use and government, appoint all necessary engineers, surveyors, clerks and other officers, including a police force to act in such parks, define their powers and fix their compensation.... They shall have the authority given to the mayor, alderman [sic], selectmen, road commissioners and tree warden respectively ... in places under their jurisdiction....

However, the ordinance establishing the Parks & Recreation Commission does not vest the commission with all the powers enumerated by G.L. c. 45, §5. The ordinance vests the commission only with the power to promulgate rules and regulations that govern the use of city parks and playgrounds under the jurisdiction of the commission. (The other powers enumerated in c. 45, §5, are vested either in the city manager or city council by the city charter and could not be delegated to the commission).

The role of the commission is made clearer by reviewing the duties and responsibilities vested in the assistant commissioner of parks by Article 5, §9(b), Revised Ordinances of 2015 Part II. The assistant commissioner is the head of the Parks Division, (§9(a)) and has the duty to (1) maintain and manage all of the city parks and playgrounds, including city hall and the common, together with such other properties and facilities as may be placed under the responsibility of the division; (2) issue, under general regulations adopted by the parks and recreation commission, permits and licenses for the use of the parks, recreation and other facilities under the care of the division; (3) inform the public about the parks and recreation programs and systems; (4) have charge of Green Hill Golf Course facility and operate it as an enterprise on behalf of the city; (5) maintain and manage Hope Cemetery; (6) supervise the conduct of internments; (7) apply funds deposited with the city treasurer for the preservation, care, improvement or embellishment of any public burial place in accordance with law; and, (8) administer and serve as the keeper of the records of the Parks & Recreation Commission and the Hope Cemetery Commission.

The Revised Ordinances of 2008 Part I, Chapter 2, §12, give a detailed list of the responsibilities involved in "administering" the department:

Whenever these Revised Ordinances impose generally upon any city officer or employee under the jurisdiction of the city manager the duty and responsibility to "administer" an agency of the city, and unless the context appears to the contrary, the following specific duties and responsibilities shall be intended:

(a) to have care, custody and control of all of the property, including real property interests, personal property and tangible and intangible property, as has been, or may be, allocated to the agency by the city manager or the city council;

(b) to determine the priorities of the agency and to prepare long-range strategic plans and objectives consistent with the strategic direction of the city manager;

(c) to prepare, monitor and manage the budget for the agency, which shall include ordinary maintenance, salary and capital expenditures, in accordance with the format prescribed and the directives issued by the city manager;

(d) to prepare, implement, evaluate and improve agency operations, programs and projects in accordance with the goals and objectives established for the department by the city manager;

(e) to train agency employees and evaluate their performance in accordance with established standards or objectives;

(f) to implement established rules, policies and practices for the performance of employees and to impose appropriate disciplinary measures on those employees who do not perform in accordance with those rules, policies and practices;

(g) to prepare prompt and thorough responses to requests for reports, memoranda, opinions or other documents or actions as may be requested orally or in writing by the city manager;

(h) to perform such other tasks and functions as may be requested by the city manager, or anyone acting under authority of the city manager;

(i) to ensure that all actions of the agency are taken in accordance with all executive orders and administrative directives issued by the city manager, the financial procedures established by the city manager and the city auditor, the provisions of these Revised Ordinances, the Home Rule Charter, the Constitutions and laws of the Commonwealth and the United States of America.

Considering the statutes, ordinances and charter provisions cited above, it is the responsibility of the Parks & Recreation Commission to make rules governing the use of city parks and playgrounds under its jurisdiction. The commission has no responsibility for the administration of the Parks Division, which would include the preparation of budget requests to the city manager, the hiring or discipline of employees, the award of contracts, etc. These are the responsibility of the assistant commissioner of parks acting under the direction and control of the commissioner of public works & parks ("commissioner") and the city manager.

While the line which separates the administrative sphere from the programs and policy sphere is sometimes unclear, the allocation of the priority of the legal authority of the city manager and city council is certain. For example, the Parks Commission could adopt a regulation that extends the hours of operation of all city parks. If the budget of the Parks Department, as recommended by the city manager and adopted by the city council, does not have funds to pay parks personnel for the additional hours, then the regulation of the Parks Commission would be for naught. The Parks Commission could then request additional funding, an administrative subject not under its jurisdiction, and neither the assistant commissioner, the commissioner, the city manager nor the city council would be bound by such a request. Or, a Parks Commission regulation to keep city parks open until midnight, even if funding and personnel were available, could be restricted by adoption of a curfew ordinance by the city council. However, the city council could not by ordinance specifically reverse an otherwise lawful regulation adopted by the Parks Commission. The commissioner could make a recommendation to the city manager for funding for construction of a capital improvement in a city park. The Parks Commission could be opposed to construction of such an improvement. The improvement could nonetheless be accomplished if the city manager makes a funding recommendation to the city council, the council approves the recommendation and the city manager and commissioner sign the contract to construct the improvement



Admittedly, the clarity of these legal conclusions ignores the values of communication, cooperation and consensus inherent in any system of self-government. Whether by design or accommodation, in practice, legal authority is often more shared than separated. Thus, the opinion of the Parks Commission as to a proposal to construct a capital improvement at a park facility does carry weight. The extent of that weight depends on the level of acceptance of both the public officials with formal legal authority, as well as the members of the community who possess the general legal authority to decide who serves in the city government.

Very truly yours,

Michael E. Traynor  
City Solicitor

Edward M. Augustus, Jr.  
City Manager



CITY OF WORCESTER

cm2022jan31041131

Attachment for Item #

8.8 A

February 8, 2022

TO THE WORCESTER CITY COUNCIL

COUNCILORS:

The attached communication relative to the Keep Worcester Clean (KWC) Activity report for the last six months of 2021, as received from Jay J. Fink, P.E., Commissioner, Department of Public Works & Parks, is forwarded for the information of your Honorable Body.

In summary, a total of 1178 sites were cleaned and approximately 374 tons of rubbish were removed from city streets and properties. In addition, the Department of Inspectional Services issued 393 citations for Keep Worcester Clean related violations.

I wish to extend my appreciation to the Department of Public Works & Parks and the many other city departments who help to keep Worcester clean.

Respectfully submitted,

A handwritten signature in blue ink, reading "Edward M. Augustus, Jr.", is written over a light blue circular stamp.

Edward M. Augustus, Jr.  
City Manager





The City of  
**WORCESTER**  
Department of Public Works & Parks

Department of Public Works & Parks  
**Jay J. Fink, P.E., Commissioner**  
20 East Worcester Street, Worcester, MA 01604  
P | 508-929-1300 F | 508-799-1448  
dpw@worcesterma.gov

**To:** Edward M. Augustus, Jr., City Manager  
**From:** Jay J. Fink, P.E., Commissioner  
**Date:** February 8, 2022  
**Re:** Keep Worcester Clean (KWC) Six Month Activity Report (July – December 2021)

Keep Worcester Clean (KWC) is a coordinated effort among many city departments to target illegal dumping, litter, graffiti, overgrowth, and other quality-of-life issues. Included are statistics of the KWC activities for the last six months of 2021. The first part of the report presents a summary of the program and shows that a total of 1178 sites were cleaned and approximately 374 tons of rubbish were removed from city streets and properties. During these months, the Department of Inspectional Services issued 393 citations for KWC related violations. Also included is a summary of recorded nuisance work orders.

Sincerely,

Jay J. Fink, P.E.  
Commissioner, Department of Public Works & Parks

**Attachments**

[#4364 – KWC July-December 2021]





# KEEP WORCESTER CLEAN SUMMARY SHEET 2021

	July			August			September			October			November			December			Year-To-Date		
	Sites	Tons		Sites	Tons		Sites	Tons		Sites	Tons		Sites	Tons		Sites	Tons		Sites	Tons	
Sites Clean of Miscellaneous Trash by KWC Crews	98	41		100	33		93	23		102	14		43	32		8	19		444	162	
Sites Cleaned by Trial Court & DPW Crews	0	0		0	0		0	0		0	0		0	0		0	0		0	0	
Sites Cleaned of Graffiti and Stickers	3	0		102	0		41	0		48	0		12	0		48	0		254	0	
Sites Cleaned during Neighborhood, City Manager & Earth Day Cleanups	0	0		0	0		0	0		0	0		0	0		0	0		0	0	
Park Sites Cleaned	80	49		80	44		80	32		80	32		80	27		80	28		480	212	
<b>TOTALS</b>	181	90		282	77		214	55		230	46		135	59		136	47		1178	374	
	Miles			Miles			Miles			Miles			Miles			Miles			Year-To-Date		
	Miles	# of		Miles	# of		Miles	# of		Miles	# of		Miles	# of		Miles	# of		Miles	# of	
Miles of Sidewalks Swept	50			40			40			35			0			0			165		
Curb Miles of Street Swept	1268			1046			797			930			486			203			4730		
Curb Miles Swept by Seasonal Roving Sweeper	0			0			0			0			0			0			0		
Abandoned Vehicles Removed - Various Locations	11			7			10			16			7			6			57		
Shopping carts Removed - Various Locations	0			3			0			1			0			0			4		
Bags of Litter and Misc. Debris Accumulated during Cleanups	180			140			100			80			150			100			750		
Tires Picked up During Cleanups	9			6			0			0			50			0			65		
Sanitation /Non-conforming Bags	398			620			269			469			536			463			2755		
KWC Related Citations/Ticket Value	80/\$7650			127/\$12325			39/\$4350			26/\$3225			46/\$5200			75/\$9600			393/\$42350		
Nuisance Ordinance Work Orders	199			356			246			242			292			443			1778		



## Status of Work Orders Reported By Nuisance Inspectors

7/1/2021 through 12/31/2021

	Abated	Accepted	Cancelled	Closed	Open	TOTAL
<b>Total</b>	<b>583</b>	<b>14</b>	<b>19</b>	<b>1,159</b>	<b>3</b>	<b>1,778</b>
Abandoned Vehicle	0	0	0	4	0	4
Dead Animal In Street	0	0	0	3	0	3
DPW Task Force Bulk Item in Public Way	483	12	11	410	0	916
DPW Task Force Graffiti	0	0	0	2	0	2
DPW Task Force Homeless Encampment	0	0	2	294	0	296
DPW Task Force Homeless Referral	0	0	0	14	0	14
DPW Task Force Needles	0	0	0	28	0	28
DPW Task Force Vehicles	0	0	0	4	0	4
Fall Leaf Early Put Out	3	0	0	51	0	54
Fall Leaf Late Put Out	28	1	0	34	0	63
Graffiti on Public Property	0	0	0	6	0	6
Item on Public Way - Bulk	7	0	6	220	0	233
Item on Public Way - Shopping Cart	0	1	0	0	0	1
Parks Complaint - Trash	0	0	0	0	1	1
Sanitation Non-Conforming	0	0	0	26	0	26
Street Light Out	0	0	0	0	1	1
Street Sign Pole Bent	0	0	0	0	1	1
Trash Bag Early Put Out	62	0	0	61	0	123



	Abated	Accepted	Cancelled	Closed	Open	TOTAL
Trash on Private Property	0	0	0	1	0	1
Tree Down	0	0	0	1	0	1







Edward M. Augustus, Jr.  
City Manager

CITY OF WORCESTER

cm2022jan31041052

Attachment for Item #

8.9 A

February 8, 2022

TO THE WORCESTER CITY COUNCIL

COUNCILORS:

The attached communication to "Save the Date" for the 2022 Arbor Day Celebration, as received from Jay J. Fink, P.E., Commissioner, Department of Public Works & Parks, is forwarded for the information of your Honorable Body.

The City of Worcester will be celebrating Arbor Day on the morning of **Friday, April 29, 2022**. This event will include the planting of a tree and speaking program. This tree will be in addition to over 300 trees scheduled to be planted during the spring of 2022. The DPW&P will coordinate and collaborate on this event with the Worcester Horticultural Society (Tower Hill Botanic Garden); Worcester Chamber of Commerce Green Corp; Commonwealth of Massachusetts Department of Conservation and Recreation Urban and Community Forestry Program; USDA; National Grid and other partners. Additional information will be forwarded as it becomes available.

I'd like to express my appreciation to the organizations that have dedicated their time and energy to assist the City in replanting trees in our parks and neighborhoods. The enhancement of our City's urban forest is not only aesthetically appealing, it also promotes a healthier and more ecologically balanced environment.

Respectfully submitted,

Edward M. Augustus, Jr.  
City Manager





**The City of  
WORCESTER**  
*Department of Public Works & Parks*

**Department of Public Works & Parks**  
**Jay J. Fink, P.E., Commissioner**  
20 East Worcester Street, Worcester, MA 01604  
**P** | 508-929-1300 **F** | 508-799-1448  
dpw@worcesterma.gov

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**To:** Edward M. Augustus, Jr., City Manager  
**From:** Jay J. Fink, P.E., Commissioner  
**Date:** February 8, 2022  
**Re:** Arbor Day 2022

The Department of Public Works & Parks has tentatively scheduled the 2022 Arbor Day Celebration for Friday, April 29, 2022 and provides this "Save the Date" memo for submission to the City Council.

The City of Worcester is planning a celebration to honor Arbor Day on the morning of Friday, April 29, 2022. Plans for this event include a speaking program and the planting of a tree. Additionally, more than 300 trees will be scheduled to be planted during the Spring of 2022. The DPW&P is coordinating and collaborating this event together with the Worcester Horticultural Society (Tower Hill Botanic Garden); the Worcester Chamber of Commerce Green Corp; Commonwealth of Massachusetts Department of Conservation and Recreation Urban and Community Forestry Program; USDA; National Grid and other interested partners. A plan and schedule of events are currently being developed for the celebration on that Friday. Planning also includes an event set to take place over the following weekend to celebrate our urban forest and to acknowledge the environmental impacts trees have on our community. Additional information will be shared as the date approaches. In the meantime, we invite and encourage all to attend; please save the date!

Sincerely,

Jay J. Fink, P.E.  
Commissioner, Department of Public Works & Parks  
[#4356 - Arbor Day 2022]



**Antonelli, Robert C. Jr., Parks Asst. Comm.**

---

**From:** Pacheco, Milagros  
**Sent:** Friday, February 4, 2022 11:45 AM  
**To:** Antonelli, Robert C. Jr., Parks Asst. Comm.  
**Subject:** FW: Parks Commission Meeting

Rob?

**From:** NEHA INC <nehainc747@gmail.com>  
**Sent:** Friday, February 4, 2022 11:43 AM  
**To:** Pacheco, Milagros <PachecoM@worcesterma.gov>  
**Cc:** William Ortiz <thecannon4real@gmail.com>; Jim Bove <bove.jim@gmail.com>; Paul Lascari <palman8818@aol.com>; jbayron05@gmail.com; jbayron@sics-webmail.net; Jack Brady <jackbrady2525@gmail.com>; Sam Esser <samesser@ushandball.org>  
**Subject:** Parks Commission Meeting

**Caution:** This email came from outside the City of Worcester. Do not click on links or open attachments unless you are sure you recognize the sender and you know the contents are safe.

Good Morning Milagros,

Could you please add Worcester Handball Courts to the next Parks Commission meeting?  
The Th., Jan 13th meeting was cancelled and there was no follow-up to the November meeting I attended in-person in regards to Additional fencing for the Green Hill Park Handball Courts.

Is the next meeting the week of February 14th?

Respectfully,

Nancy Ortiz,  
NEHA Inc.  
Cell#: 1-508-574-1526





**Antonelli, Robert C. Jr., Parks Asst. Comm.**

---

**From:** Will Ortiz <thecannon4real@gmail.com>  
**Sent:** Friday, February 4, 2022 11:44 AM  
**To:** Antonelli, Robert C. Jr., Parks Asst. Comm.  
**Subject:** Handball Courts

**Caution:** This email came from outside the City of Worcester. Do not click on links or open attachments unless you are sure you recognize the sender and you know the contents are safe.

Mr. Antonelli I know additional fencing is being advocated for the Greenhill handball courts by us and others at this time. In addition to fencing the court floors have significant cracking in the street side and need repairs. Also when those big blocks were put on the courts to prevent usage the forks from the utility vehicle left gouges on the first court. If these courts are considered for repair the color scheme used at Crompton would be better. We are also waiting to see if the Basketball and Handball courts at Harry Sherry/Maloney Fields will ever be completed. Please let us now.

